

Administrative Memo

TO: School Administrators

FROM: Leigh Ann Grant-Engle

DATE: January 8, 2013

SUBJECT: DSM-13-001 Planning Tool

During 2012, the Department of Elementary and Secondary Education (Department) convened an advisory group of district personnel in order to address concerns with the ePeGS Planning Tool. As a result of these discussions and to continue meeting federal and state requirements, the Department is in the final stages of developing a new process designed to simplify the creation and submission of any required planning documents. The new planning process is scheduled to be available in February 2013. Information on the new process will be presented in a webinar on January 17, 2013, at 1:00 p.m. <http://dese.mo.gov/webinar/webinar-01-17-13-DSM.htm>

In order to move from the ePeGS Planning Tool to the new process, changes are being made to the ePeGS Planning Tool as follows:

2012-2013 Planning Year for Funding Year 2013-2014

Planning documents will be created and submitted via the new process; therefore, there will not be an “open new year” concept in the ePeGS Planning Tool. Existing plan information will not automatically roll forward to the new process. As indicated above, additional information on the new process will be presented via webinar.

2011-2012 Planning Year for Funding Year 2012-2013

Edit and submission of plans will be allowed until May 2013 in the ePeGS Planning Tool. After May, districts will no longer be able to edit or submit plans.

2010-2011 Planning Year for Funding Year 2011-2012 and Prior Years

Districts will no longer be able to edit or submit plans; however, plans can still be viewed and printed from the ePeGS Planning Tool. Links to the Mission Statement; Needs Assessment; Goals, Objectives, Strategies; and Additional Elements have been disabled or removed.